

ER

Executive Registry
77-4297/7

15 JUL 1977

NOTE FOR: The Director

SUBJECT : Facilities for Physical Conditioning and Recreation

The attached memorandum from the Director of Personnel recommends your approval of both short and long-term plans for physical conditioning and recreation facilities. The recommendations stem from Hank Knoche's efforts, begun last fall, to find a way to upgrade and expand our facilities. I believe he discussed this with you about three weeks ago.

In summary, you are asked to approve the following:

- a. The study at Tab B as a plan for future development;
- b. Use of appropriated funds for walking and jogging trails and for an access gate, gravel road, and small parking lot (\$15,700); this expenditure has the approval of both the General Counsel and the Comptroller;
- c. Use of Central Employee Activities Fund and Employee Activity Association funds for a variety of recreational and physical conditioning facilities, including basketball, volleyball, and handball (paragraph-4c);
- d. Seeking an appropriation for the construction of four tennis courts as part of our health services program;
- e. Seeking future appropriations for the lighting and upgrading of existing facilities;
- f. Inclusion of expanded indoor facilities in future building plans (paragraph 4f).

I recommend you approve the proposals above, which will permit us to go ahead immediately with the indicated facilities. As outlined in paragraph 3i, other methods of expanding our facilities, such as retiree and employee solicitations, are not recommended because they would present additional problems and would result in further delay.

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John F. Blake

Attachment
ER 77-4297/6